



City of Orange, Texas

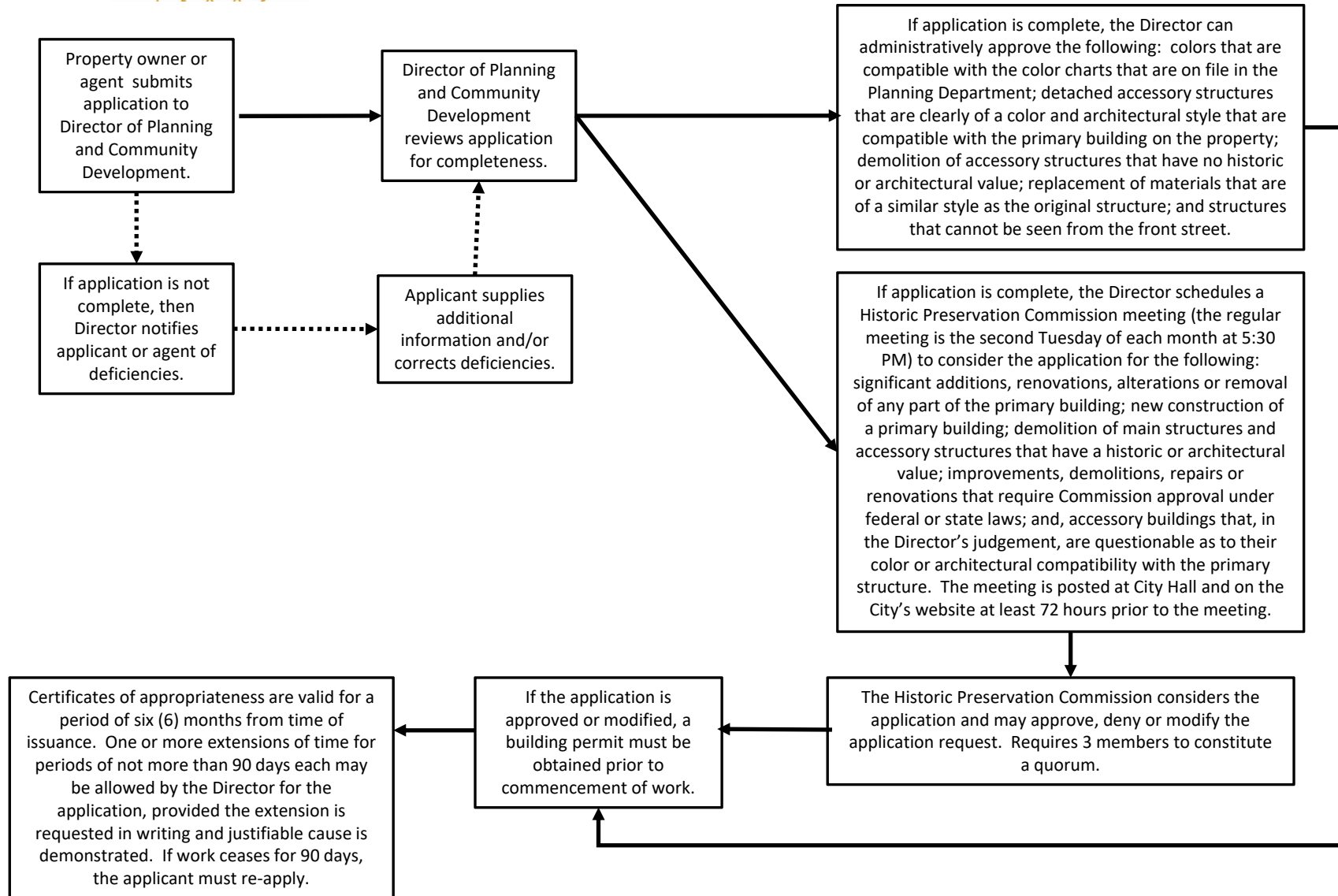
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Applicant Information and Requested Action		
Applicant:	Type of Request:	Has request been made before?
Title (Mr., Ms.): Name: Mailing Address: City, State, ZIP: Telephone: Email:	<input type="checkbox"/> Painting <input type="checkbox"/> New construction <input type="checkbox"/> Demolition <input type="checkbox"/> Fencing <input type="checkbox"/> Alteration <input type="checkbox"/> Repair <input type="checkbox"/> Other (please state)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, date of last request _____
Property description		
Address: Lot: Block Number: Addition:	OR	Tract: Plat: Survey, Abstract #:
Below briefly describe the proposed improvements or change on the property. Certificates of Appropriateness regulations are found in Chapter 12, Section 606(6)(c)(1) of the City Codes.		
Applicant's signature:		Date:
For office use only		
Date Received and Staff:	<input type="checkbox"/> Approved as requested <input type="checkbox"/> Modified <input type="checkbox"/> Denied	
Director Signature and Date:		
Comments:		

Approval of a Certificate of Appropriateness does not exempt the need for a building permit or other permits required by the City of Orange. Submit this form at 303 N. 8th Street during regular business hours or fax to (409) 988-7407



Certificate of Appropriateness Process



Sec. 12.606 - HOZD - Historic Overlay Zoning District

The purpose of the Historic Overlay Zoning District is to recognize the historic importance and character of neighborhoods that contain historic features, protect the integrity of historic sites and structures, and enhance historic preservation efforts in Orange.

- (1) Historic Preservation Officer. The director of planning and community development shall be designated as the Historic Preservation Officer upon the adoption of this zoning ordinance.
- (2) Effect of Historic Overlay Zoning District. The HOZD is a zoning district with special regulations designed to preserve historic areas of Orange as designated by this article. The underlying zoning district and its accompanying regulations apply to all development within the zone, in addition to the HOZD regulations contained in this section.
- (3) Criteria for Establishment of Historic Overlay Zoning District. At least five (5) of the following criteria must be met in order to establish an Historic Overlay Zoning District:
 - (A) The district shall contain character, interest or value as part of the development, heritage or cultural characteristics of Orange, the State of Texas, or the United States of America;
 - (B) The district contains an area of a significant historic event;
 - (C) The district is identified with a person or group of people who significantly contributed to the culture, history or development of the city;
 - (D) The district exemplifies the cultural, educational, economic, patriotic, social or historic heritage of the city;
 - (E) The district contains distinctive examples of an architectural period, style or movement or can be identified with the work of an architect or builder whose work has influenced the development of the city;
 - (F) The district is associated with important religious, cultural, governmental, or social development of the city;
 - (G) The district has a unique location or physical characteristics which represent a visual feature of the city;
 - (H) The district contains designated city, state or national historic landmarks which are reasonably close in proximity to each other.
- (4) Process for Designating an Historic Overlay Zoning District. Conditional upon an affirmative recommendation by the Historic Preservation Commission, the process for designating an Historic Overlay Zoning District shall be the same process as for a zoning amendment with the Historic Preservation Commission acting as the applicant.
- (5) Application of Historic Overlay Zoning District. The following areas are designated as Historic Overlay Zoning Districts and their boundaries are noted on the Historic District Map:

A. Old Orange:

- a. Zone I—All lots within the Old Orange District from 15 th Street on the west to the center of Blocks 119, 125, 64, 67, 90, 93, 116 and E, Sheldon Addition on the east and

the north side of Green Avenue on the south to the lots fronting Park Avenue on the north as shown on the Historic District Map.

1. Lots within Zone I shall meet all requirements of the Historic Overlay District.

b. Zone II—All lots from 15 th Street on the west to Simmons Drive on the east and from the north boundary lines of the lots fronting Park Avenue on the south to the lots fronting the north side of John Avenue to the north. Also, all lots from the center of Blocks 119, 125, 64, 67, 90, 93 and 116 Sheldon Addition on the west to Simmons Drive on the east and from Green Avenue on the south to the lots fronting the north side of Park Avenue on the North.

2. Lots within Zone II shall meet all requirements of the Historic Overlay District except for new residential construction as stated in subsection (6)A.(s), New Construction Zone II.

B. Dupont Homes.

C. Bennett Addition.

(6) Historic Overlay Zoning District General Design Standards.

A. General Design Standards for the Old Orange HOZD and the Dupont Homes/Bennett Addition HOZD.

(a) Definitions. Unless the context clearly indicates otherwise, in this section:

(1) Attention getting device means any device, except for permitted signs and flags, that is used for the purpose of attracting the attention of the public to a commercial establishment. An attention getting device shall include, but not be limited to, streamers, flags (other than U.S. or state), balloons, pennants or decorations.

(2) Banner means a sign made of fabric or any nonrigid material with no enclosing framework.

(3) Blockface means all of the lots on one side of a block.

(4) Certificate of appropriateness means a certificate issued by a city to authorize the alteration of the physical character of real property in a district, or any portion of the exterior of a structure on the property, or the placement, construction, alteration, nonroutine maintenance, expansion, or removal of any structure on or from the property.

(5) Column means the entire column including the base and capital, if any.

(6) Contributing structure means a structure which physically or historically contributes to the historic value of an historic district.

(7) Corner side facade means the main building facade facing the side street.

(8) Director means the director of the planning division or his/her representative.

(9) Educational land uses (see Institutional land uses).

(10) Exterior architectural feature means, but shall not be limited to, the kind, color and basic texture of all exterior building materials and such features as windows, doors, lights, signs and other exterior fixtures.

(11) Fluorescent color means colors defined (Munsell Book of Color) as having a minimum chroma value of eight (8) and a maximum of ten (10).

(12) Front facade means the main building facade facing the street upon which the main building is addressed.

(13) Furniture, street means manmade, above ground items that are usually found in street rights-of-way, including benches, kiosks, plants, canopies, shelters and phone booths.

(14) Institutional land uses means those properties owned or otherwise administered by organizations of high education, vocational training centers and museums. Churches, synagogues, social, civic, fraternal and professional organizations, specialty schools, residential care facilities, day care centers, nursing homes, clinics and hospitals and all other uses not specially excluded are bound by the terms of this section.

(15) Masonry paver means a solid brick or block of masonry material used as a paving material.

(16) Metallic color means a paint color which has pigments that incorporate fine flakes of bronze, aluminum, or copper metal.

(17) Move-in building means a building that has been moved onto an existing lot.

(18) Preservation criteria means the standards considered by the director and the historic landmark commission to determine whether a certificate of appropriateness should be granted or denied.

(19) Rehabilitation means the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values.

(20) Sign, fence means signs attached or affixed to any type of fence.

(21) Sign, mobile means business signs used to advertise an establishment or service which are on or, otherwise affixed to, trucks, automobiles, trailers or other vehicles used primarily to support or display such signs while parked.

(22) Sign, moving means signs which in whole, or part, do not remain stationary at all times, regardless of power source which effects movement.

(23) Trim color means a paint color other than the dominant color. Stain is not a trim color. Trim color does not include the color of screen and storm doors and windows, gutters, downspouts, porch floors and ceiling.

(b) Reconciliation with other ordinances. All City of Orange codes, as amended, apply to all historic districts unless expressly modified by ordinance.

(c) Enforcement.

(1) Certificate of appropriateness required. A person commits an offense if (s)he is responsible for an alteration of the physical character of any real property located in an historic district, or any portion of the exterior of a structure on the property, or the placement, construction, maintenance, expansion, or removal of any structure on or from the property, unless the act is expressly lawfully authorized by a certificate of appropriateness.

(2) Exceptions. An alteration may be excused from strict enforcement under subsection (1) hereinabove if it is:

a. In a rear yard not exceeding six (6) feet in height;

b. In a side yard, six (6) feet or less in height, and totally screened by a fence, as permitted by this section, or hedge that is at least six (6) feet in height;

c. the installation, maintenance, or replacement of:

(i) A yard sprinkler system; or

(ii) A central air conditioning unit in the side or rear yard; or

(iii) A room air conditioning unit.

d. Temporary in nature. An alteration is temporary in nature if it occurs no more than two (2) time periods per calendar year for a maximum of five (5) days per time period.

(3) Additional offenses. A person commits an offense if (s)he is responsible for a violation of the use regulations or development standards of this section.

(4) Responsibility . A person is responsible for a violation if (s)he:

a. Commits or assists in the commission of an act in violation; or

b. Owns part or all of the land or a structure on the land where a violation exists.

(d) Use regulations for historic districts. All previous uses legally permitted by the underlying zoning district receiving historic-cultural landmark preservation designation shall remain so upon adoption of this section.

(e) Development standards for historic districts. The following development standards apply to historic districts:

(1) Density. Structures within a historic district must comply with standards established in the City of Orange Code of Ordinances (section [12.602](#)).

(2) Height. Structures within a historic district must comply with standards established in the Code of Ordinances (sections [12.602](#) and [12.603](#)) for the underlying zoning district or thirty-five (35) feet, whichever is less.

- (3) Story limitation. For the purpose of this section, the maximum permitted number of stories is three (3).
- (4) Lot size. Lots within a historic district must comply with standard established in the City of Orange Ordinances (section [9.114](#)).
- (5) Special exception. Lots platted, meaning already approved by the City of Orange Planning Division or Planning Commission, on or before the effective date of this section, are legal building sites even though they may not conform to the requirements of this section.
- (6) Setbacks. All structures within a historic district must comply with the standards established in the City of Orange Code of Ordinances (sections [12.602](#) and [12.603](#)).
- (7) Off-street parking. All structures within a historic district must comply with the standards established in the City of Orange Code of Ordinances (sections [12.602](#) and [12.603](#)). In addition:
- a. In general . All off-street parking, whether used to fulfill minimum parking requirements or as excess parking, must be provided on the lot occupied by the primary use or on a separate lot located within one hundred (100) feet of said property. All off-street parking must be set back along street frontages not less than the required yard setbacks or as far back as the front of immediately adjacent buildings, whichever is greater.
 - b. Parking on vacant lots. On vacant lots, no permanent off-street surface parking is permitted on grassed areas. Said grassed areas may not be paved or otherwise destroyed without a certificate of appropriateness.
 - c. Parking in front or side yards. Within front or side yards, off street surface parking is not permitted on grassed areas. Said grassed areas may not be paved or otherwise destroyed without a certificate of appropriateness. Vehicles may only be parked on paved surfaces.
 - d. Structured parking. Vehicular access to parking structures with a vehicle storage capacity of three (3) or more is not permitted to or from the street on which the main building fronts, unless the lot abuts no other street or alley.
 - e. Screening. Screening of off-street parking for multiple-family, commercial and industrial uses must comply with standards established in the Code of Ordinances (section [12.610](#)).
 - f. Surface materials. The only permitted off-street parking surface materials are brushed or aggregate concrete, hot mix asphalt or masonry pavers. Grass, caliche, dirt, gravel, shell, slag and clay surfaces are not permitted.
 - g. Driveways. Driveway widths shall not exceed the following dimensions:

Residential:

Single-Family 20 feet

Two-Family 20 feet

Multi-Family 24 feet

Commercial 24 feet

Industrial 35 feet

(8) Signs. Signs must not obscure significant architectural features, windows or doors of the building. The shape, materials, color, design, and letter style of signs must be typical of and compatible with the style and period of the architecture of the building and complement the district. Signs shall only be allowed where permitted by section 30-28 of this Code. In addition, all signs within the district must comply with the following standards:

a. Detached signs. Only one (1) detached sign is permitted on each lot and subject to the following restrictions.

(i) The structural support of the sign must be located at least five (5) feet from any public right-of-way or property line dividing properties of different ownership. No part of any sign shall overlay any property line.

(ii) The sign must be three (3) feet or less in height;

(iii) The sign shall not be illuminated; and

(iv) The sign shall not exceed twelve (12) square feet in area.

b. Attached signs. One attached signs is permitted on each building side having street frontage. Each sign must:

(i) Not be illuminated, except by one external floodlight not to exceed one hundred fifty (150) watts in power,

(ii) Not exceed twelve (12) square feet in area; and

(iii) Not be located in or in front of any window or doorway.

c. Prohibited signs. The following types of signs are prohibited in a historic district:

(i) Advertising signs;

(ii) Illuminated signs;

(iii) Neon or fluorescent signs;

(iv) Signs affixed, either permanently or temporarily, to street furniture;

(v) Portable signs, excluding political and realty signs as defined in [section 12.1000](#), sign regulations, as outlined in the City of Orange Code of Ordinances;

(vi) Mobile signs;

(vii) Moving signs; and

(viii) Fence signs.

(ix) Banners for commercial use, to exclude one (1) U.S. and one (1) state flag, neither to exceed four (4) feet by six (6) feet in size.

(x) Other attention-getting devices used by commercial establishments.

(9) Litter/trash and junk. [Section 6.300](#), litter control and [section 6.100](#), solid waste collection by the city, as outlined in the City of Orange Code of Ordinances, applies to all properties within any historic district. In addition, an approved container as defined by same must be located in the rear yard of the subject property with exception allowed for pickup and disposal of said litter not to exceed a twenty-four-hour period. All fixed or otherwise immobile trash containers must be set back from the property line no less than twenty-five (25) feet or be completely screened from view from any street via landscaping and fencing.

(10) Outdoor furniture. Furniture or appliances which are constructed of materials which are intended for indoor use only or would otherwise be susceptible to water damage, rot or destruction must not be placed on an open porch or outdoors.

(11) Outdoor merchandising. No business shall display any merchandise outdoors within a historic district.

(f) Rehabilitation guidelines. The following standards for rehabilitation shall be employed by the director and the historic landmark commission to evaluate a certificate of appropriateness.

(1) Every reasonable effort should be made to provide compatible uses for properties mandating minimal alteration of the building, structure, or site and its environment.

(2) The distinguishing original qualities or character of a building, structure, or site and its environment should not be destroyed. The removal or alteration of any historic materials or distinctive architectural features should be avoided when possible.

(3) All buildings, structures, and sites should be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance will be discouraged.

(4) Changes which may have taken place in time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and should be recognized and respected.

(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site should be treated with sensitivity.

(6) Deteriorated architectural features should be repaired rather than replaced if possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of mission architectural features should be based on accurate duplications of features, substantiated by historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.

(7) The surface cleaning of structures should be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials should not be undertaken.

(8) Every reasonable effort should be made to protect and preserve archeological resources affected by, or adjacent to any project.

(9) Contemporary design for alterations and additions to existing properties should not be discouraged when such alterations and additions do not destroy significant historic, architectural or cultural material, and such design is compatible with the size, scale, color, material, and character of the property and its environment.

(10) Wherever possible, new additions or alterations to structures should be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

(g) Preservation criteria for a historic designation.

(1) Building placement form and treatment.

a. Accessory building. Accessory buildings are only permitted in the rear yard and the interior side yard and must be compatible with the scale, shape, roof form, materials, detailing, and color of the main building. Accessory buildings must have pitched roofs. Prefabricated metal accessory buildings are permitted if they are completely screened from view from any abutting street.

b. Additions. Additions to a main building are only permitted on the side and rear facades, except that a porch may be added to the front facade. All additions to a building must be compatible with the dominant horizontal or vertical characteristics, scale, shape, roof form, materials, detailing, and color of the building.

c. Architectural detail. Materials, colors, structural and decorative elements, and the manner in which they are used, applied, or joined

together must be typical of the style and period of the other buildings, if any, on the blockface and compatible with the contributing structures in the historic district.

d. Awnings. Awnings on the front and corner side facade must be made of fabric or wood and complement the main building in style and color. Metal and corrugated plastic awnings are only permitted on an accessory building or the rear facade of a main building. Other awnings must be typical of the style and period of the main building, and compatible with the contributing structures of a similar style in the historic district.

e. Building placement. All structures within a historic district must comply with the standards established in the City of Orange Code of Ordinances (section [12.602](#) and [12.603](#)).

f. Building widths. All structures within a historic district must comply with the property setback standards established in the City of Orange Code of Ordinances (section [12.602](#) and [12.603](#)).

g. Chimneys. All chimneys must be compatible with the style and period of the main building and the contributing structures of a similar style in a historic district. Chimneys on the front fifty (50) percent of a main building or on a corner side facade must be:

(i) Constructed of brick or other materials that look typical of the style and period of the main building; and

(ii) Of a style and proportion typical of the style and period of the main building.

(h) Color.

(1) In general. When painting the exterior of structures, property owners shall use dominant colors that comply with the officially adopted acceptable color range as maintained in the office of the planning director. Any dominant colors that are not within the officially adopted acceptable color range must be reviewed and approved by the historic landmark commission based on their appropriateness to and compatibility with the structure, blockface and the historic district.

(2) Brick surfaces. Brick surfaces not previously painted may not be painted unless the applicant establishes that the color and texture of replacement brick cannot be matched with that of the existing brick surface or that the painting is necessary to restore or preserve the brick itself.

(3) Certain colors prohibited. Fluorescent and metallic colors are not permitted on the exterior of any structure in a historic district.

(4) Dominant and trim colors. All structures must have a dominant color and no more than five (5) trim colors. Trim colors must complement the dominant color of a structure and be appropriate to and compatible with the structure, blockface and the overall character of the historic district. The colors of a structure must be complementary to each other and the overall character of the historic district.

(5) Gutters and downspouts. Where appropriate, gutter and downspouts must be painted or colored to match the trim color or the roof color of the structure.

(6) Roof colors. Roof colors must complement the style and overall color scheme of the structure.

(7) Stain. The use and color of stain must be typical of the style and period of the building.

(i) Columns.

(1) Function. Columns are only permitted as vertical supports near the front entrance of the main building or as vertical supports for porches.

(2) Materials. Columns must be constructed of brick, wood, aluminum or other materials that look typical of the style of the main building.

(j) Facade materials.

(1) In general. The only permitted facade materials are brick, wood siding, vinyl siding and wood and fiber cement products that look like wood siding. All facade treatments must be done in a manner so as not to change the character of the building or irreversibly damage or obscure the architectural features and trim of the building.

(2) Facades. Existing facades must be preserved to appear in a manner for which they were originally intended (no existing wood or stucco facade may be bricked). Wood shingles are not permitted as a primary facade material unless same is historically correct.

(k) Front entrances and porches.

(1) Detailing. Railings, moldings, tile work, carvings, and other detailing and architectural decorations on front entrances and front porches must be typical of the style and period of the main building and the contributing structures of a similar style in the historic district.

(2) Enclosures. A front entrance or front porch may not be enclosed with any material, including iron bars, glass, or mesh screening without a certificate of appropriateness.

(3) Floor coverings. Indoor/outdoor carpeting is permitted as a front porch floor or step covering.

(4) Style. Each front porch and entry treatment must have a shape, roof form, materials, and colors that are typical of the style and period of the building, and must reflect the dominant horizontal or vertical characteristics of the main building and the contributing structures of a similar style in the historic district.

(l) Porte cocheres. Porte cocheres must be preserved as architectural features and not be enclosed by fences, gates, or any other materials without a certificate of appropriateness.

(m) Roof forms.

(1) Materials and colors. Roof materials and colors must complement the style and overall color scheme of the building or structure. On residential structures, tar and gravel (built-up) is permitted only as a roof material on covered porches and porte cocheres with flat roofs. Carpet is not permitted as a roof material. Composition shingle, cedar shingle, and metal roofing materials may be permitted.

(2) Overhang. The minimum permitted roof overhang for a new or move-in main building is twelve (12) inches. A replacement roof on an existing building must have an overhang equal to or greater than the overhang of the roof it replaces.

(3) Patterns. Roof patterns of a main building must be typical of the style and period of the architecture of the building and the contributing structures of a similar style in the historic district.

(4) Slope and pitch. The degree and direction of roof slope and pitch must be typical of the style and period of the main building and compatible with existing building forms in the historic district. In no case is a roof permitted with a pitch less than a four and one-half (4½) inch rise in any twelve (12) inch horizontal distance. Flat roof designs are not permitted on main or accessory buildings or structures, except that a covered porch or porte cocheres may have a flat roof that is typical of the style and period of the main building.

(n) Windows and doors.

(1) Front facade openings.

1. Glass. Clear, decorative stained, beveled, etched, and clear leaded glass may be permitted in any window opening. Reflective, mirrored glass and plastic are not permitted in any opening. No glass pane may exceed sixteen (16) square feet in area unless part of the original design.

2. Screens, storm doors, and storm windows. A screen, storm door, or storm window on a front or side facade of a main building may be permitted only if:

a. Its frame matches or complements the color scheme of the main building; and

b. It does not obscure significant features of the window or door it covers.

3. Shutters. Shutters must be typical of the style and period of the building and appear to be installed in a manner to perform their intended function.

4. Style.

a. All windows and doors in the front or side facade of a main building must be proportionally balanced in a manner typical of the style and period of the building.

b. No single, fixed plate glass is allowed except as part of an original period design. The size and proportion of window and door openings located on the front and side facades of a main building must be typical of the style and period of the building.

c. All windows, doors, and electrical lights in the front and side facades of a main building must be typical of the style and period of the building. Windows must contain at least two (2) window panes. Sidelights must be compatible with the door or windows with which they are associated.

d. The frames of windows should be trimmed in a manner typical of the style of the building.

(2) Fences. Fence heights, location and opaqueness must meet the same standards as set forth in [Article 12.611\(6\)](#) "Fences, Residential, Commercial, Industrial, Commercial adjacent to Residential" in the Code of Ordinances. In addition, the following regulations apply:

a. A fence must run either parallel or perpendicular to a building wall or lot line.

b. A fence in a front or corner side yard must be constructed of wrought iron, wood or brick. Concrete block fences are permitted where opaque fences are allowed, not to exceed four (4) feet in height above the average grade.

c. The color, texture, pattern and dimensions of masonry and the color, width, type and elevation or mortar joints in a fence column or base must match the masonry and mortar joints of the main building as nearly as practicable.

d. Wrought iron and metal fences must be compatible with the style and period of the main building. Chain link fences are permitted in all areas with the appropriate height restrictions.

e. Wooden fences.

(i) All wooden structural posts must be at least four (4) inches by four (4) inches (nominal size).

(ii) The side of the wooden fence facing a public street must be the finished side.

(iii) Wooden fences may be painted or stained a color that is complementary to the main building.

(o) Review procedures for certificates of appropriateness in a historic district.

(1) In general. The review procedure for maintenance, replacement, additions, deletions and new construction apply to any historic district except as expressly modified by this section.

(2) Time limit. Certificates of appropriateness shall be valid for a period of six (6) months from time of issuance. One (1) or more extensions of time for periods of not more than ninety (90) days each may be allowed by the planning director for the application, provided the extension is requested in writing and justifiable cause is demonstrated. If work ceases for ninety (90) days, the applicant must reapply.

(p) Nonconforming uses and structures.

(1) In general. Except as otherwise provided in this section, [section 12.306](#) of the Code of Ordinances relating to nonconforming uses and structures, applies to all historic districts.

(2) Rebuilding damaged or destroyed buildings or structures. If a lawful nonconforming building or structure in a historic district is damaged by fire, explosion, act of God or other calamity, the building or structure may be rebuilt at the same location with the approval of the director as long as the building does not increase whatsoever the degree of nonconformity. New construction that replaces damaged buildings and would increase the degree of nonconformity must comply with the design guidelines provided in this section.

(q) Designation as a contributing structure. For the purposes of this section, a property owner may wish to have a structure within a historic district to be singularly distinguished as a contributing structure. To obtain this designation, a property owner must follow the standard procedure set forth in [section 12.607](#) of the Code of Ordinances.

(r) New construction—Zone I:

(1) The city understands that the historic district evolves over time and that styles of construction change, however new construction within the district should complement the existing buildings in order to maintain the integrity of the district.

a. New structures need not be exact replicas of existing older structures but should be distinguishable as new structures while at the time exhibiting respect to the traditional designs of the district.

(2) All new construction shall meet all existing codes pertaining to site placement and construction standards.

(3) Architectural features must be in proportion with those of other structures within the district.

(4) Building material shall be consistent with that used on other structures within the district.

(5) All new structures shall contain at least three (3) architectural features found on other structures within the district. These features shall not be replicated exactly but designed in a contemporary manner.

(6) All proposed new construction designs shall be reviewed and must be approved by the Historic Preservation Commission before construction.

Applicants shall submit a letter of request for a review, with the following information, to the commission when applying for a new structure permit:

- a. Site location;
- b. Site plan;
- c. Building plans;
- d. Front elevation;
- e. Contractor information;
- f. List of architectural features incorporated into the design that are found within the district.

(s) New construction—Zone II

- (1) All new construction shall be compatible to those structures within Zone II.
- (2) All new construction shall meet all existing codes pertaining to site placement and construction standards.
- (3) Architectural features must be in proportion with those of other structures within the zone.
- (4) Building material shall be consistent with that used on other structures within the zone.

B. All applications for house moving into or out of the HOZD shall be reviewed and approved by the commission. Housing units to be moved into the district shall conform with the general requirements for any structure within the district. Owners of housing units to be moved out of the district shall provide information as to why the structure is to be moved and also a plan of action for the property in question.

C. If an applicant's plans are rejected by the commission, the applicant may appeal to the city council by submitting a letter requesting such appeal to the city manager.

(7) Areas With Historical Significance. An area of historical significance in an area which is easily identified as a neighborhood having historical significance, but not to the extent of being designated as a Historic Overlay District. These areas will be identified and supported by the Commission, but will not be required to meet the standards of Historic Overlay Districts. The following neighborhoods shall be designated as areas of historical significance and their boundaries are noted on the Historical District Map:

Downtown Orange

(8) Demolition. This section shall only apply to structures within the HOZD.

(A) All proposed demolition projects shall be reviewed by the commission at a regular meeting before any work is performed.

(B) The commission may delay demolition if the structure is deemed suitable for salvage and the owner is willing to restore the structure. The commission shall refrain from delaying the demolition of a structure which is obviously unfeasible to restore

(C) No demolition project shall be delayed for more than six (6) months from the date of the commission's decision.

(D) The commission, if possible, shall assist the owner of a historically significant structure, proposed to be demolished, in finding technical assistance for the restoration of the building if the owner so desires.

(E) The commission may aid the property owners in salvaging materials having historic significance.

(9) Signage and Street Lighting. The commission shall set uniform standards for all signage and street lighting within an HOZD. The following shall be approved by the commission:

(A) Signs designating the Historical District. The commission in conjunction with the public works director shall also determine the location of said signs.

(B) Historic landmark markers.

(C) Street lights. The commission will rely upon the city to replace the existing lights as an ongoing project. Individual property owners may purchase and install street lights under the direction of the public works director.

(Ordinance 2000-27 adopted 8/8/00; Ordinance 2004-25, (Exh. B), adopted 12/14/04; Ordinance 2004-26, (Exh. A), adopted 12/14/04; Ordinance 2010-18, § I(Exh. A), adopted 9/28/10; Ordinance 2018-16, § 4, adopted 11/13/18)